

Camp Quest NorthWest meeting minutes

Jennifer's home (1703 NW 62nd St., Seattle, WA 98107)

October 12, 2011 at 7:00pm

Board Members in attendance:

President – Chuck Wolber

Vice President – Brennon Church

Secretary – Jami Blackann

Treasurer – Jerry Schiffelbein

Members at Large – Jennifer Jackson, Yuichi Shoda, Shirley Portegys, John Keiser, Mary Keiser (via Skype)

Other members in attendance:

Eliza Sutton, Brian Jackson, Sam Jackson, Tom Portegys

Action Items:

* Chuck: Call BECU about the rejected check.

* Chuck: Make sure everyone knows about the donations going through SA. (Facebook, Meetup, blog post, Twitter, volunteer lists, etc.)

* Chuck: Get Sam set up with admin access to the website.

* Chuck: Start doing background checks.

* Chuck: Appearance on Ask an Atheist show.

* Chuck: Write a formal request to Seattle Atheists asking that the gift-wrapping donations go to CQNW. Due date: October 15. Email to Jerry.

* Jerry, John, and Brian: Type up email about how to donate funds to CQNW. Make sure the Microsoft lists know.

* Jerry: Continue transfer of non-Rapture Relief funds from SA to CQNW.

* Jerry: Cross-post Rapture Relief party and November Potluck to other freethought Meetup groups.

* Jerry: Keep track of RSVP count from different Meetups and adjust limit as necessary.

* Jerry and John: Keep working on the technical side of registration, investigating Wufoo, etc.

* John: Work on Ask an Atheists radio ads specific to November Potluck.

* John: Write a blog post about the Rapture Relief party.

- * Brennon: See where Steve's at with the print and online ads.
- * Brennon: Work on November Potluck programming for older kids. Solicit volunteers as needed.
- * Brennon: Talk to Barry Ruffin about Portland Humanist Film Festival.
- * Brennon: Do a blog post about November Potluck. Link to previous post about August Potluck's success.
- * Jami: Work on design for 2' x 6' banner.
- * Jami: Research cost of doing regular stickers and bumper stickers.
- * Jami: Research gift wrapping opportunities for 2012.
- * Jami: Give t-shirt to Gayatri.
- * Jennifer or Mary: Send out a request to the volunteer list for someone to run the little kids' events during November Potluck.
- * Mary or John: Find out what kitchen capabilities are available to us in the Mount Si Community Center. Do we need to pay extra to use the kitchen?
- * Shirley and Tom: Look into GoToMeeting software.
- * Sam: Work on a new banner for the website that includes the registration date and summer camp date.
- * Everyone: Take inventory of your food supplies for the November Potluck and submit list to the board.

Meeting Minutes:

Start time: 7:18 p.m.

- * Previous meeting minutes were adopted.

Review of Action Items from Previous Meeting:

- * Chuck: Create a web team with Sam, Steve, and Chuck. **[ongoing]**
- * Chuck: Get the medical team in touch with each other. Give them list of questions to research. **[done]**
- * Chuck: American Atheists and/or Parenting Beyond Belief article. **[done]**
- * Chuck: Start doing background checks. **[later]**

- * Chuck: Attend Ask an Atheist and talk to Sam. **[He's talked to Sam Mulvey, but hasn't done the show yet]**
- * Jerry: Initiate transfer of non-Rapture Relief funds from SA to CQNW. **[ongoing]**
- * Jerry: Create a Paypal account. **[done, but it's a pain. Google Checkout may give us a better option.]**
- * Jerry: Write and mail a check for Camp Kirby. **[done]**
- * Jerry: Research sticker printing costs. **[Jami took this on, thinks it's easier to buy blank labels and make them ourselves. Chuck suggested creating a marketing committee to discuss this.]**
- * Jerry and John: Set up a time to go over how to handle the technical side of registration. **[Wufoo: Must handle csv or excel files, which is fine. \$15/month expense. \$30/month if we integrate the payment stuff into it. Ongoing discussion. Must be able to pay and fill out part of it, then get to the other questions later. Send out information packet? For cost and ease, we want to strive for electronic submissions.]**
- * Jerry: Follow up with Ranjan about his Microsoft contributions. **[ongoing. Can't do anything until we're officially a 501(c)3. Donations should still go through Seattle Atheists in the meantime, but make a note that it's going to CQNW.]**
- * Jerry: Does anyone still need to pay for a t-shirt? **[done]**
- * John: Redirect widgets to go to our Paypal account. **[done]**
- * John and Sam: Work on ChipIn alternative. **[done]**
- * John: Create YouTube account. **[ongoing]**
- * John: Creative Commons for ads. **[ongoing]**
- * John: Create CQNW Flickr account. **[ongoing]**
- * John: Work with Ask an Atheists on radio ads. **[done]**
- * Brennon: Work with Steve to create print and online ads. Brains/zombie theme. **[ongoing. Brennon needs to contact Steve to see where he's at.]**
- * Jami: Tell Jason to bill CQNW for t-shirts instead of SA. **[done]**
- * Jami: Connect Jason and Eileen so she can retrieve t-shirts. **[done]**
- * Jami: Send proofread donation letter to the board. **[done]**
- * Jami: Work on design for 2' x 6' banner. **[ongoing]**
- * Jennifer and Mary: Put together a list of questions about Camp Quest Junior. **[done. They need a budget. Plan assuming unlimited amounts of money. Find place and time. Form a committee.]**
- * Eileen: Pick up t-shirts from Jason. Let us know when you've received them. **[done]**
- * Ericka: Get on our volunteer email list and encourage lifeguard friend to join the list. **[done]**
- * Yuichi: Report on what's happening with the Combined Fund Drive. **[Has submitted application, but ran into the same 501(c)3 problem]**
- * Mary: Finish application process with Mount Si Community Center. **[Done. \$150 deposit has been made, which will go back to Mary. We need to pay the balance two weeks before event.]**

Financial Report:

- * Contributions so far: \$7,512.29
- * Expenses: \$3,092.80

* Balance: \$4,463.24

* Chuck: BECU screwed up and our check to Camp Kirby bounced. We got charged a \$25 fine. Will call BECU about the rejected check, as this wasn't our fault.

Medical Team Report:

* Camp Kirby, not CQNW, must register with the Department of Health.

* Eliza created a mock-up of the medical history check. Passed around for review.

* All this information will go into the database and can be downloaded into a spreadsheet. Forms will be printed for the check-in. Will figure out technical details later.

* Mikki is certified for ACLS training. Eliza will ask if she can certify people.

* What about HIPAA? And what sort of medical history do we need for adults? Eliza will find out more about these.

Marketing Report:

* Get involved with other online sites. Volunteer Match.

* Local.com – List what we're doing.

* Gift wrapping. Proposal: Have SA donate funds to CQNW instead of Children's Hospital. Chuck will compose a formal letter by Friday. Future gift wrapping ideas for 2012: Jami will look into it.

* Holiday fairs – we've already missed a lot of them. Examples: Grad school volunteer fair, Math Fest at Rainier Community Center. Send a representative. Whenever someone sees an opportunity like this, post the suggestions to the board list first.

* Volunteer training program. Put out a call to the volunteer list. One hour. Advice to Jennifer: delegate, coordinate, keep track of what's going on.

* Needs to pick a date.

* Also, how far should our reach be? Washington, northern half of Oregon, Idaho. Talk to UU representative in Spokane to feel out Idaho and Montana.

* SSU meets on Mondays at 5:30. We should have a representative there to pitch about CQNW.

* Barry Ruffin has invited us down to Portland for the Portland Humanist Film Festival. November 11-13. It would be nice to have a CQNW presence there, if possible.

* GoToMeeting software: Might make it easier for folks to attend meetings who can't be there in person. Shirley's husband will look into this.

Web Team Report:

* We need a new banner for the website (at least). Sam has experience and can help out with this. The banner should have the dates for registration and camp in 2012.

* Google Apps: A good solution for email, Groups, Sites, Calendar, etc. Contains all the Google services. However, we have restricted access until we get our 501(c)3 status.

* Registration: Must be careful about who has access. We need a written policy.

November Potluck:

* Younger kids' activities: Mary and Jennifer can work on programming, but they need a dedicated leader for the actual event. Need to send out a request to the volunteer list.

* Older kids' activities: Brennon is working on optical illusions.

* We need targeted ads. John can work on these, have them ready in three weeks.

* Talk about the potluck at the Rapture Relief movie screening. Bring t-shirts to sell.

* Brennon: Write blog post about potluck.

* John: Write blog post about Rapture party.

* Jerry: Cross-post events to other freethought groups. Keep track of RSVPs and adjust limit.

* November 2 board meeting will be in North Bend and include a small field trip to the community center so we can check it out.

* November 16 board meeting: Jennifer will do her training program for the board.

Next Meeting:

Shirley's home (26610 NE Miller St., Duvall, WA 98019)

Wednesday, October 19, 7pm sharp

End time: 9:40pm